

**AIKEN COUNTY LIBRARY  
314 CHESTERFIELD ST  
AIKEN, SC 29801**

**PAINTING IMPROVEMENTS**



Prepared by:

Aiken County Government  
1930 University Parkway  
Aiken, SC 29801  
(803) 642-2012

August 5, 2015

*Aiken County Government*  
*Aiken County Library Painting Improvements*

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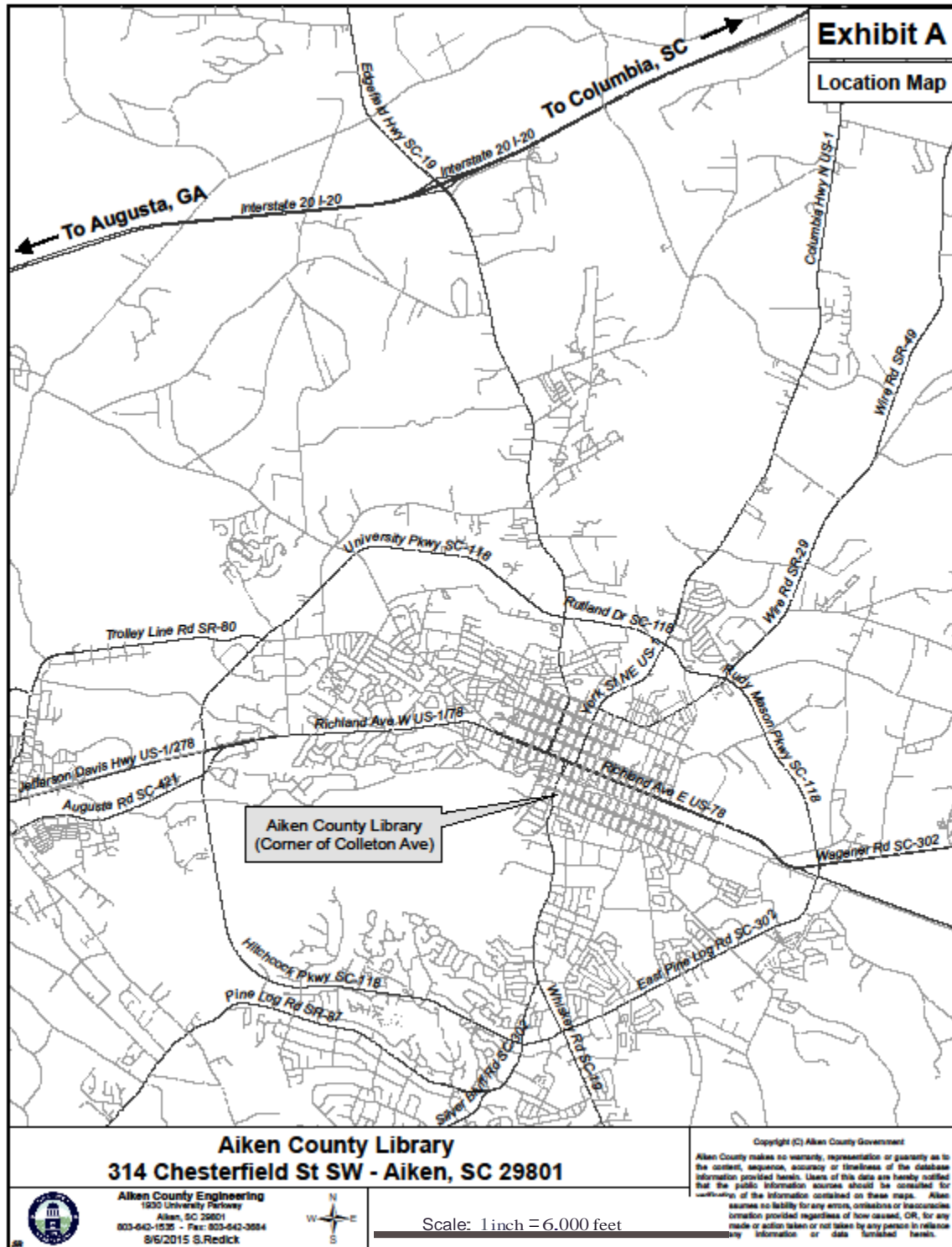
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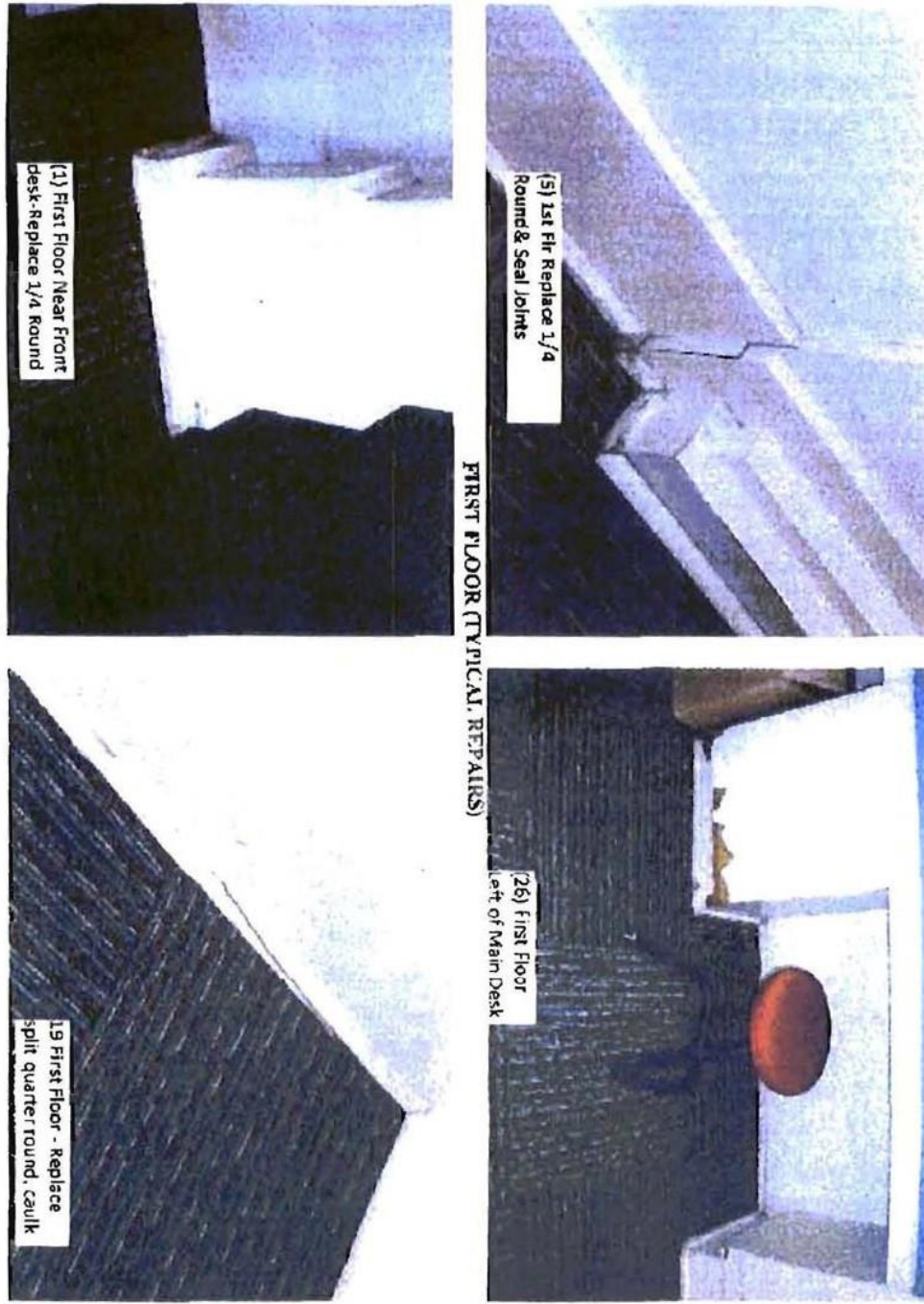
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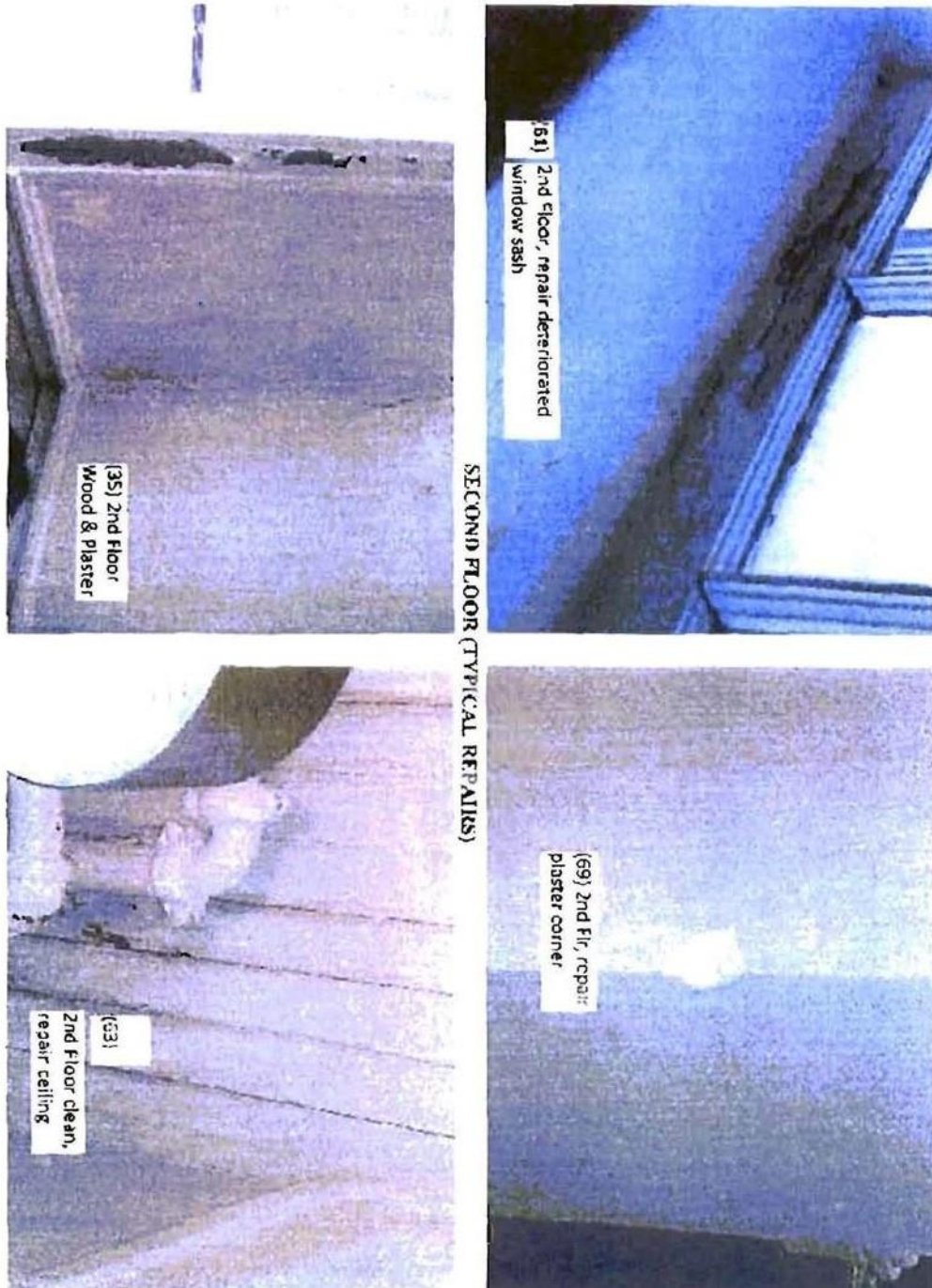
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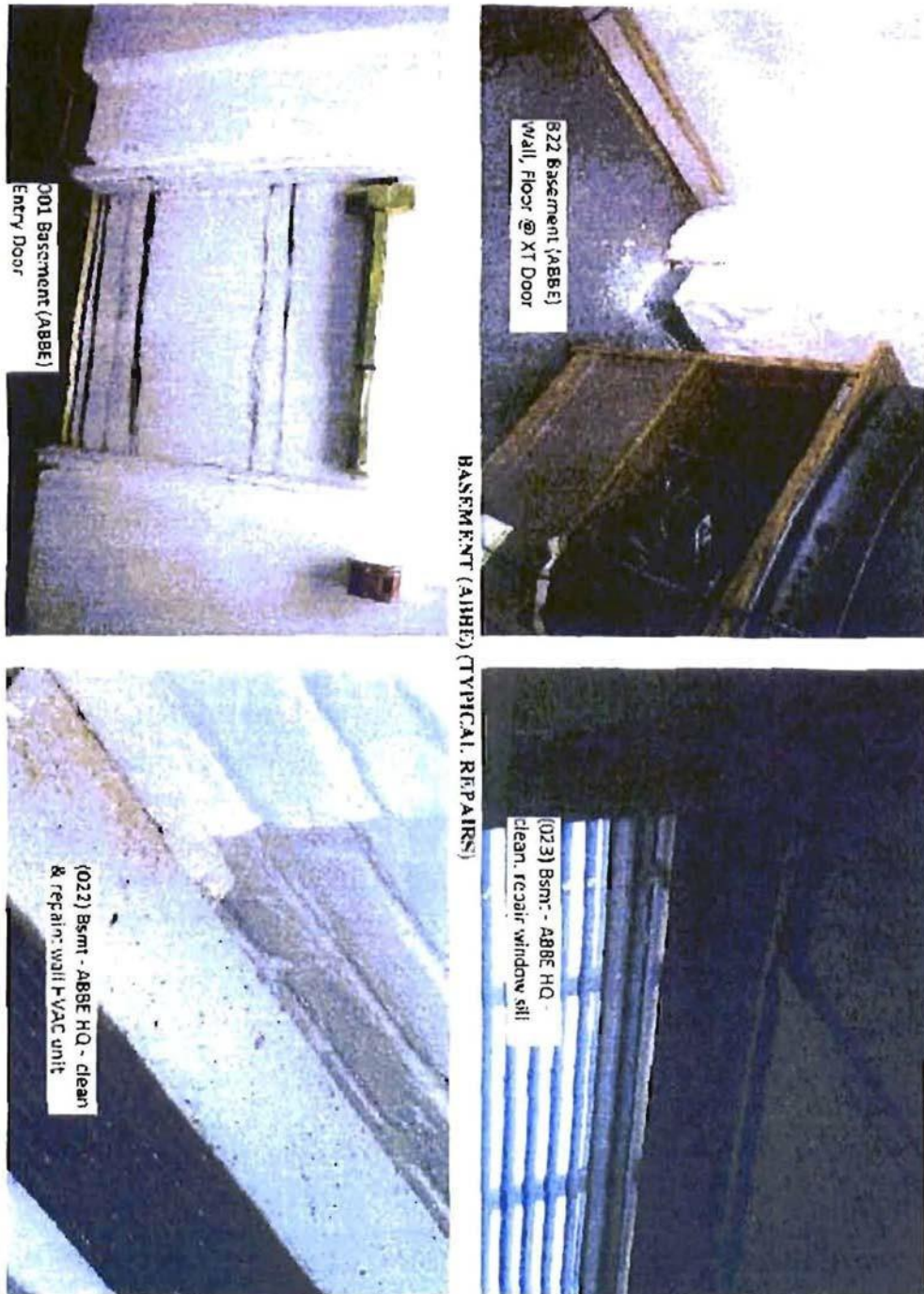


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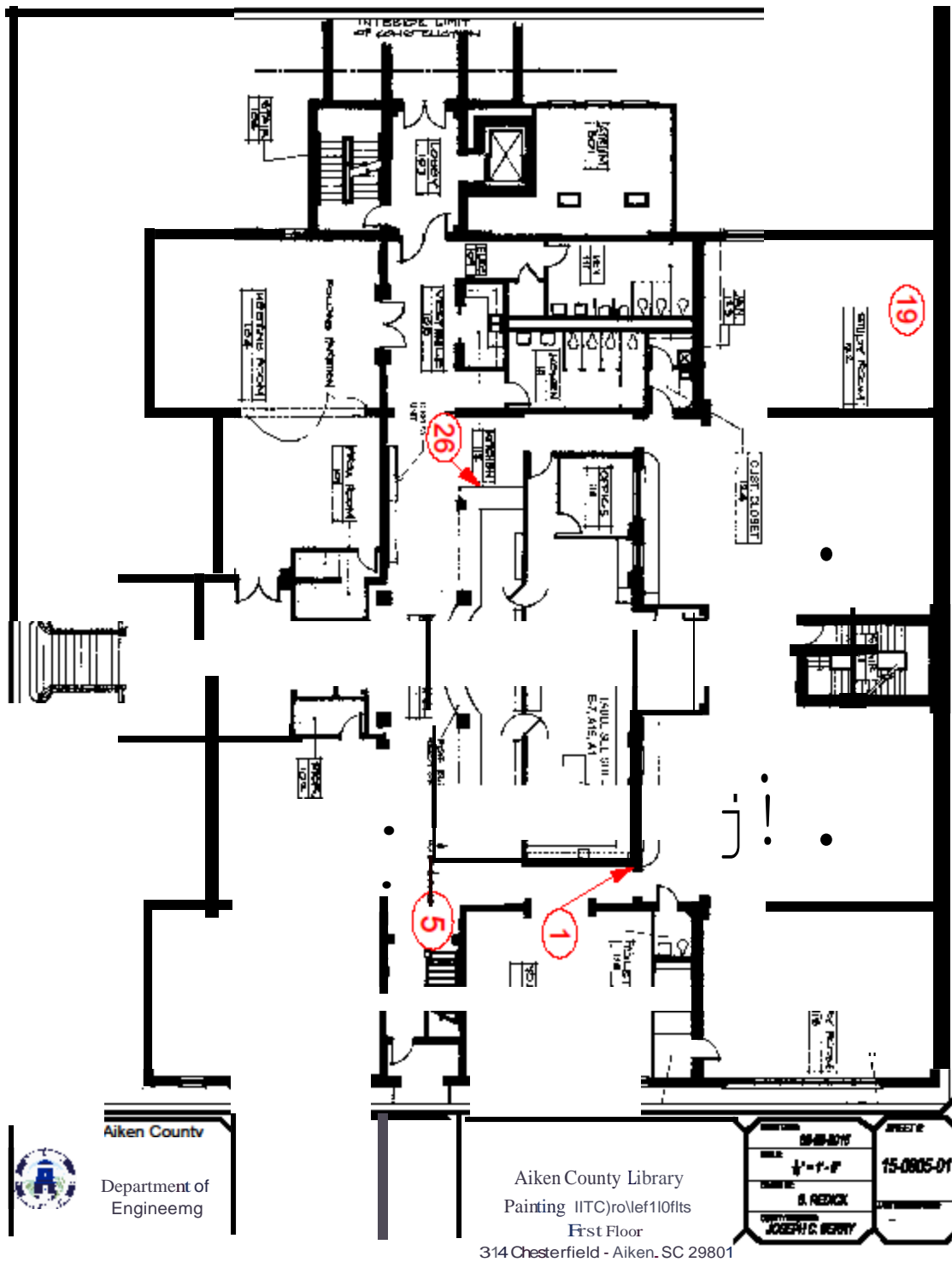




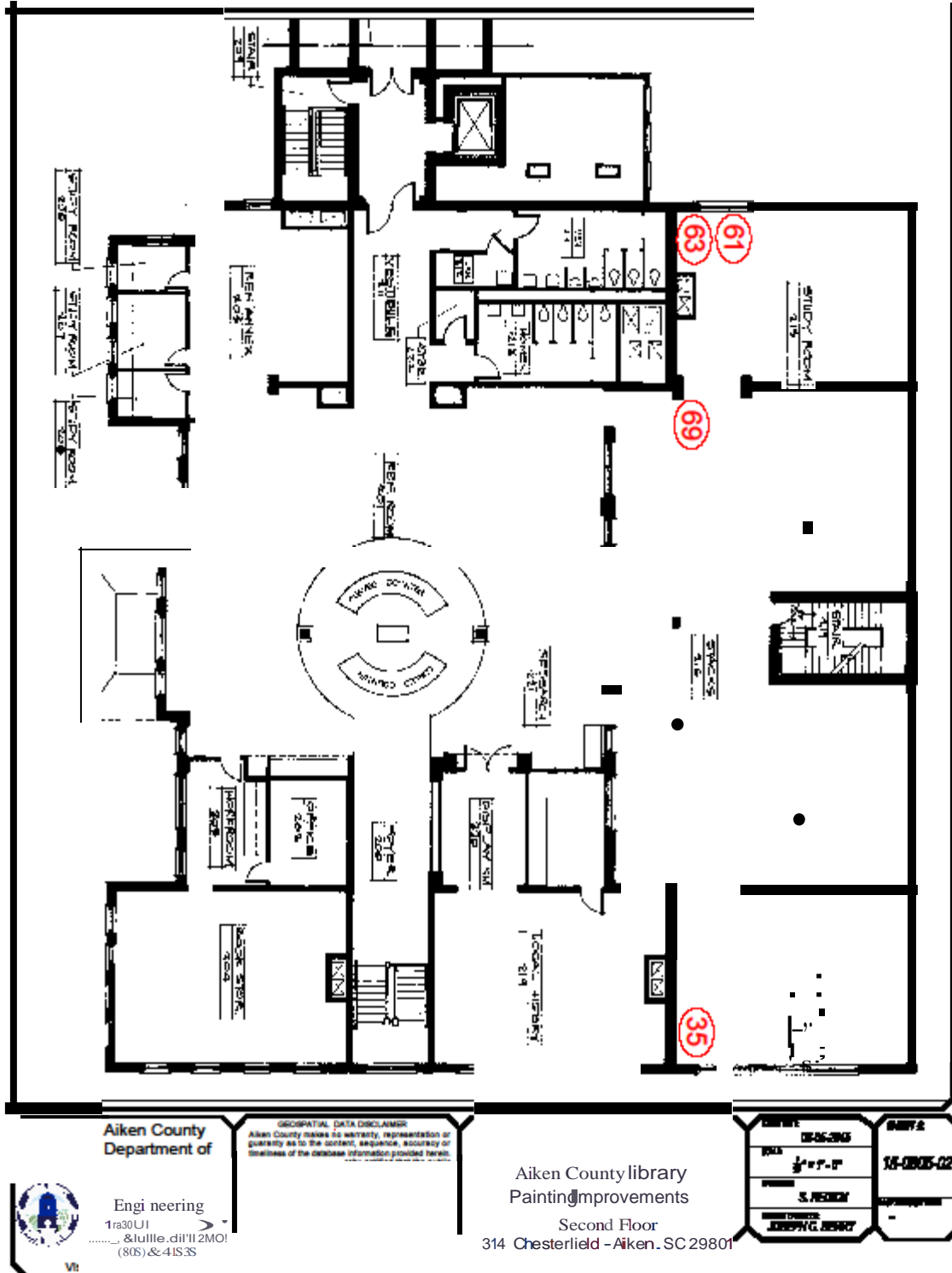
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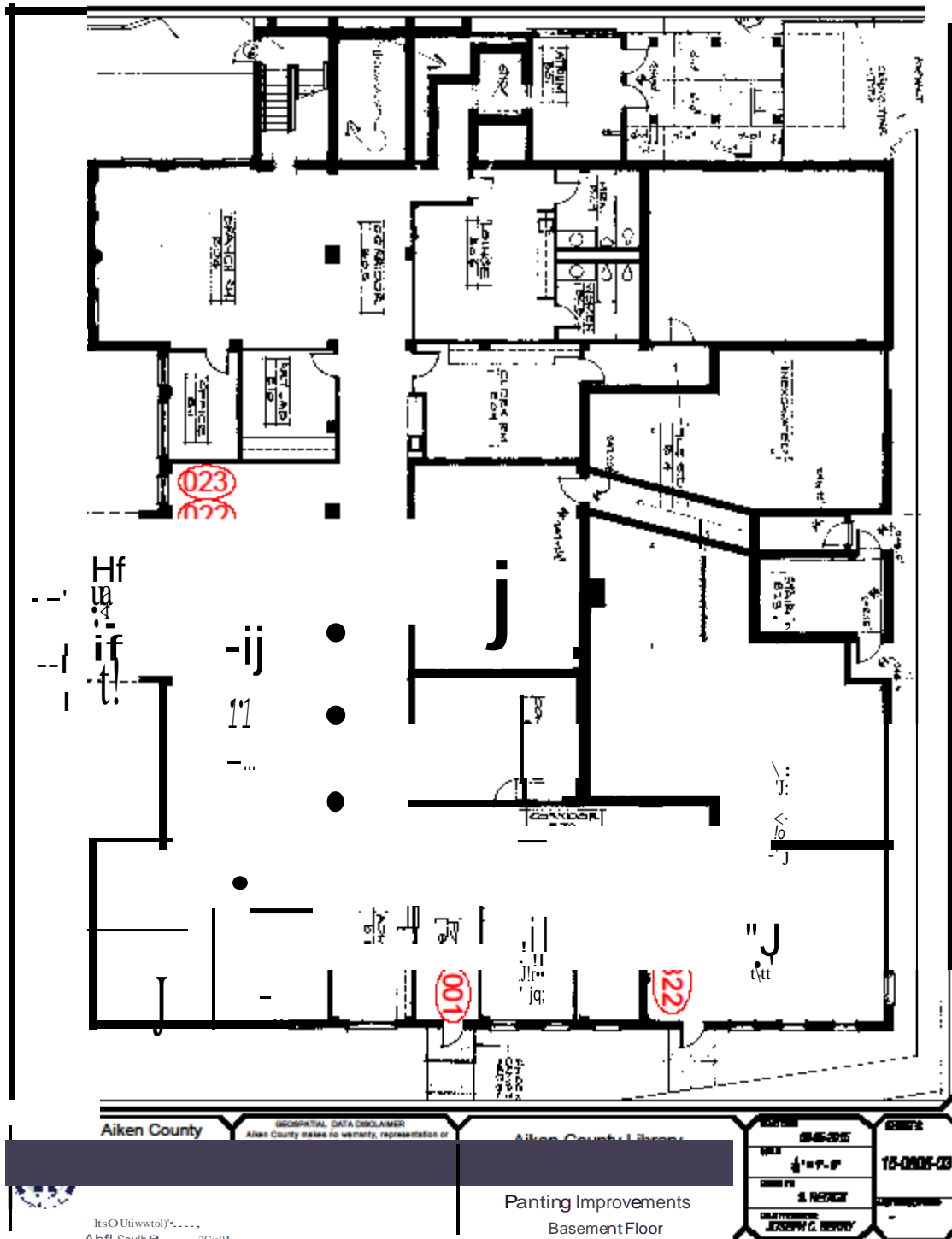


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**Invitation to Bid**

**Project Description:** Aiken County Government is requesting Bids for cleaning, plaster and wood repairs and repainting (all painted surfaces – walls, bases, windows, doors, columns, ceilings, when applicable, etc.) a minimum of two coats of approved paint product (and an approved primer coat when applicable) on the first and second floors, and the basement level at Aiken County Library, 314 Chesterfield Street, Aiken, SC 29801, as outlined in the attached Guidelines, Special Conditions and Specification Guidelines. Time of Completion is **ninety (90)** calendar days with liquidate damages of \$500 per calendar day, and awarded Contractor shall provide a one year written warranty for labor and materials provided. The Bids must be submitted as stated on the attached Aiken County Sealed Bid Document. All Contractors are instructed to direct all inquires concerning this Bid to [procurement@aikencountysc.gov](mailto:procurement@aikencountysc.gov).

**Plans, Specifications, and Contract Documents:** Plans, Specifications, and Contract Documents will be posted on the Aiken County web site [www.aikencountysc.gov](http://www.aikencountysc.gov), or a printed Bid Document booklet may be obtained from the Aiken County Procurement Department at 1930 University Parkway, Suite 3201, Aiken, SC 29801, Monday thru Friday, 8:00 AM until 5:00 PM, 803-642-1540.

**Special Conditions:** See Table of Contents

**Conditions of Work:** This project requires attendance at a **mandatory** pre-bid meeting to be scheduled by the Office of Procurement. Failure to attend will disqualify bid. The Contractor must have informed himself fully of the conditions relating to the construction of this project and the employment of labor thereon, to have inspected the site, and to have read and become familiar with all of the bid documents, contract documents, and plans/sketches. Failure or omission to do so will not relieve a successful bidder of his obligation to furnish all material, equipment, and labor necessary to carry out the provisions of his contract. Insofar as possible, the Contractor in carrying out his work must employ such methods and/or means as will not cause any interruption of or interference with the work of other contractors or visiting patrons of the library, since the facility will remain open. The Contractor will be responsible to schedule his work during daylight hours each work day or otherwise notify the Sales Tax Program Engineer for requesting a change of working time. It is the contractor's responsibility to practice safety requirements at all times on the job site and respond to maintain or repair any damages that may have been done during his tenure of this contract. The Contractor will provide references, business license(s) and insurances to the Sales Tax Program Engineer before a Notice to Proceed is issued.

**Restrictions:** Contractor will need to work within the property boundaries and right-of-way at an occupied public building. As stated above, this public facility will remain open. Coordination shall be through the Sales Tax Program Engineer.

**Safety Devices:** Contractor shall provide all needed barricades and signs for safety, dust curtains may be required in some areas, moving of some furniture and/or equipment and tarps for covering. Contractor shall remove trash and debris from the work area daily.

**Damage to Property:** Contractor shall be responsible for and immediately take action to repair or replace any damage adjacent to existing owner property for any reason.

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**Utilities:** Owner utilities will be provided from the nearest available location, with no modifications by the Owner of costs thereof to extend them closer to the work area. Any cost related to providing or extending additional utilities shall be at the expense of the Contractor.

**References:** References shall be provided upon request to confirm that the successful bidder is capable of performing and completing this project in a timely manner under specified conditions.

**Warranty Period:** The (written) warranty period for this project is a ***minimum of one (1) year*** on labor and materials against defects and workmanship. This warranty period shall commence upon Owner's final approval of the entire work.

**Licenses & Permits:** The Contractor is to obtain any licenses or permits required to perform this work at no additional expense to the Owner.

**Insurance:** Proof of Liability Insurance and Workmen's Compensation Insurance must be provided prior to commencing work.

**Sketches:** Sketches are provided for the purpose of bidding and not necessarily for detailed construction. All materials to be used are to be approved by the Sales Tax Program Engineer prior to installation. In the case of an inconsistency between the sketches and specifications or within either document, the better quality or greater quantity of work shall be provided in accordance with the interpretation of the Sales Tax Program Engineer.

**Time of Completion:** The time of completion is ***ninety (90)*** calendar days, and availability of all items must be confirmed prior to commencing work. Liquidated damages are **five hundred (\$500.00) dollars** per calendar day. Written requests for additional time caused by unforeseen delays will be considered only if submitted in writing within ten (10) calendar days of event causing the delay. The work must commence on or before a date to be specified in a written "Notice to Proceed" issued by the Sales Tax Program Engineer, and to fully complete the project within the consecutive days thereafter, excluding major holidays.

**Waiver of Lien:** At the completion of the project, a Waiver of Lien (form provided by the Sales Tax Program Engineer) shall be submitted to the Sales Tax Program Engineer with the final Pay Request.

**Security for Faithful Performance:** For those contracts less than \$50,000.00 in value, in lieu of a Performance Bond, the Owner shall retain and hold ten percent (10%) from each draw request. For those contracts more than \$50,000.00 in value, a Performance Bond of 100% of Bid and a Payment Bond for 100% of Bid shall be required. The Owner shall retain and hold ten (10) per cent from each pay request until all work has been completed and approved by the Sales Tax Program Engineer and a Waiver of Lien submitted stating that all vendors have been paid for materials, labor, and supplies. See advertisement for Bid Bond information.

**OWNER**

Aiken County Government  
1930 University Parkway  
Aiken, SC 29801  
Phone: (803) 642-2012

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**BID DOCUMENT**

TO THE COUNTY AND COUNTY COUNCIL  
OF AIKEN COUNTY, SOUTH CAROLINA

Submitted \_\_\_\_\_, 2015

The undersigned, as Bidder, hereby declares:

1. That the only person or persons interested in the bid as principal or principals is (or are) named herein and that no person other than mentioned herein has any interest in this Bid or in the Contract to be entered into;
2. That this bid is made without connection with any other person, company or parties making a bid; and
3. That in all respects, this bid is made fairly and in good faith, without collusion or fraud.

The Bidder further declares:

4. That he has examined the site of the work and has informed himself fully in regard to all conditions pertaining to the place where the work is to be done; and
5. That he has examined the Drawings and Specifications for the work and contractual documents relative thereto and has read all Special Provisions and General Conditions furnished prior to the opening of bids; and
6. That he has satisfied himself relative to all work to be performed.

The Bidder proposes and agrees, if this Bid is accepted, to:

- A. Contract with Aiken County, South Carolina, a body politic and corporate and a political subdivision of the state of South Carolina (hereinafter called The Owner), in the form of contract specified,
- B. To furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary and
- C. To complete the construction of the work in full and complete accordance with the shown, noted, described, and reasonably intended requirements of the Drawings, Specifications and Contract Documents to the full and entire satisfaction of The Owner, with a definite understanding that no money will be allowed for extra work except as set forth in the attached General Conditions and Contract Documents, for the following prices:





**STATE OF SOUTH CAROLINA     )**  
**)**  
**COUNTY OF AIKEN                )**

**CONSTRUCTION AGREEMENT**

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Time is of the essence of this CONSTRUCTION AGREEMENT, and the CONTRACTOR shall pay to the OWNER, not as a penalty, but as Liquidated Damages, the sum of:

**Five Hundred and 00/100 Dollars (\$500.00)**

for each consecutive, calendar day that the CONTRACTOR shall be in default of completing the Work within the time limit named herein. Because of the difficulty of fixing damages suffered by the OWNER on account of such default, damages are herein agreed upon as stated.

3. The OWNER hereby agrees to pay the CONTRACTOR for the faithful performance of this CONSTRUCTION AGREEMENT, subject to additions and deductions as provided in the Drawings and Specifications, together with the Bid, Advertisements for Bids, Instructions to the Bidders, Special Provisions, General Conditions, and all Addenda hereto annexed, in lawful money of the United States, the sum of:

---

**(\$ ) Dollars and Cents**

which sum shall also pay for all loss or damages arising out of the nature of the Work aforesaid, or from the action of the elements, or from unforeseen obstructions or difficulties encountered in the prosecuting of the Work, and for all expenses incurred by or in consequence of the Work, its suspension or discontinuance, and for well and faithfully completing the Work and the whole thereof, as herein provided, and for replacing defective Work, material, or equipment provided for a period of **one year** after completion of all Work.

4. No later than 30 days after pay requests are promptly and properly submitted, as the Work progresses, the OWNER shall make partial payments to the CONTRACTOR on the value of labor and materials incorporated into the Work and of materials on hand at the Site of the Work, except cement and other materials subject to deterioration, during the preceding calendar month, less payments already made and less deductions for any unaccepted or defective Work, in accordance with terms set forth in the Specifications.

5. Upon submission by the CONTRACTOR of evidence satisfactory to the OWNER that all payrolls, material bills, and other costs of any kind incurred by the CONTRACTOR in connection with the construction of the Work have been paid in full, final payment on account of this CONSTRUCTION AGREEMENT shall be made within thirty (30) days after the completion by the CONTRACTOR of all Work covered by this CONSTRUCTION AGREEMENT and the acceptance of such Work by the OWNER.

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**IN WITNESS WHEREOF**, the parties hereto have caused this CONSTRUCTION AGREEMENT to be executed by their duly authorized officers as of the date first above written in four (4) counterparts, each of which shall, without proof or accounting for the other counterparts, be deemed an original agreement. It is the intention of the parties that this Construction Agreement is a sealed instrument regardless of whether or not any seal is actually attached hereto.

Signed, Sealed, and Delivered in the Presence of:

**AIKEN COUNTY, SOUTH CAROLINA**

Witnesses:

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Ronnie Young  
County Council Chairman

ATTEST:

\_\_\_\_\_  
COUNTY CLERK (Official Seal) (SEAL)

Signed, Sealed and Delivered in the Presence of:

Witnesses:

\_\_\_\_\_  
(Print or Type Name of CONTRACTOR)

\_\_\_\_\_  
(As to the CONTRACTOR)

By: \* \_\_\_\_\_

\_\_\_\_\_  
(Print or Type Name)

\_\_\_\_\_  
(Print or Type Name)

Its: \_\_\_\_\_

\_\_\_\_\_  
(As to the CONTRACTOR)

\_\_\_\_\_  
(Print or Type Name)

ATTEST:

\* \_\_\_\_\_ (SEAL)

\_\_\_\_\_  
(Print or Type Name)

Its: \_\_\_\_\_  
(Official Seal)

APPROVED AS TO FORM AND CONTENT

\_\_\_\_\_  
Attorney for the OWNER

**\* NOTE: SIGNING INSTRUCTIONS - THESE INSTRUCTIONS MUST BE FOLLOWED.**

**If CONTRACTOR is a Corporation, the CONSTRUCTION AGREEMENT must be signed by the President or Vice-President, Attested by the Secretary, and the Corporate Seal affixed.**

**If CONTRACTOR is a Partnership, the CONSTRUCTION AGREEMENT must be signed in the Partnership's Name by one of the Partners, with indication that (s)he is a General Partner. Signatures must be legible with the printed or typed name under each appropriate signature.**

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**SPECIFICATIONS**

**SECTION 01045**

**REPAIRS AND PREPARATION**

**PART 1 – GENERAL**

**1.1 DESCRIPTION**

- A. Work Included: This Section establishes general requirements pertaining to various repairs and preparations necessary in order to accomplish proper repainting of the facility.
1. Make the existing surface conditions ready for finishing.
  2. Properly inspect existing deficient surfaces and determine the best and most expedient method to proceed.
  3. Repair or remove and replace any badly worn, damaged or badly deteriorated wood products.
  4. Remove any deteriorated plaster down to stable material and repair in accordance with accepted and approved procedures.
  5. Clean and remove any rust (or other oxidation) from all metal objects to be repainted.
  6. This project entails a complete preparation and repaint of all painted walls (including base boards), columns, applicable ceilings, crown molding and other trim, doors, applicable hand rails, jambs, windows, sills and frames, designated HVAC wall units, exposed piping, applicable metal in elevator areas. The second floor decorative metal ceiling is **excluded** from bid.
- B. Related Work:
1. Documents affecting work of this Section include, but are not necessarily limited to, Invitation to Bid, Bid Document, Bid Specifications, and Sections in Division 1 of these Specifications.
  2. All work shall be interior, except as stated herein, to include BOTH sides of exterior doors [at main entry, rear (ADA) elevator entry, basement exterior entry and basement storage room exterior door] and metal and wood hand rails at main entry with approved paint product.

**1.2 QUALITY ASSURANCE**

- A. Use adequate number of skilled workers who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

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**1.3 SUBMITTALS**

- A. Request for Sales Tax Program Engineer's consent:
  - 1. In accordance with Section 01340, Submittals and Substitutions, submit a proposed plan, with adequate description, for cutting and removing wood (or other items) intended to be replaced, for approval.
  - 2. In addition to submittals of paint and sealant products, etc. as required, provide MSDS sheets for all cleaning solvents, mold deterrent products, and any other applicable products used.
  - 3. Since this facility will remain open to the public, submit in advance, for Sales Tax Program Engineer's approval, a plan consisting of repairs and preparation that may generate dust or noise, indicating a proposed schedule, application of dust curtain(s), notification to alarm system monitors and City of Aiken Public Safety of potential alarm activation, and describing application of all required signage and traffic control.

**PART 2 – PRODUCTS**

**2.1 MATERIALS**

- A. For replacement of items removed for replacement, use materials complying with pertinent Sections of these Specifications, and closely matching existing materials, shapes and quality grades.

**PART 3 – EXECUTION**

**3.1 SURFACE CONDITIONS**

- A. Inspection:
  - 1. Inspect existing conditions, including elements requiring remedial preparation, prior to repairs and preparation for painting, such as cleaning, addressing mold removal and deterrent application(s), rust removal, etc.
  - 2. A bid response is indicative, and submittal of a proposed plan and schedule is further indicative, that inspection has occurred, and appropriate potential costs that may be incurred have been adequately considered within the bid, and a request for additional funds is not anticipated to produce the completed repainting project.
- B. Discrepancies:
  - 1. In the event a legitimate condition arises that could not have been anticipated through above inspection, immediately notify the Sales Tax Program Engineer and secure needed directions.
  - 2. Do not proceed until unsatisfactory conditions are corrected and approved by the Sales Tax Program Engineer.



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**3.2 PERFORMANCE**

- A. Perform all storage and cutting of materials in an area approved in advance by the Owner and the Sales Tax Program Engineer.
  - 1. Perform cutting and demolition by methods which will prevent damage to other portions of the work and provide proper surfaces to receive installation of repair(s) and new work.
  - 2. Perform fitting and adjusting of products to provide finished installation complying with the specified descriptions, tolerances and finishes.

**END OF SECTION 01045**

**REPAIRS AND PREPARATION**

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**SECTION 01201**

**PRECONSTRUCTION CONFERENCE**

**PART 1 – GENERAL**

**1.1 DESCRIPTION**

- A. Work Included: To help clarify construction contract administration procedures, the Sales Tax Program Engineer will conduct a Preconstruction Conference prior to the start of work.

**1.2 QUALITY ASSURANCE**

- A. For the persons designated by the Contractor, his subcontractors and suppliers to attend the Preconstruction Conference, provide required authority to commit the entities they represent to solutions agreed upon in the Conference.

**1.3 SUBMITTALS**

- A. To the maximum extent practicable, advise the Sales Tax Program Engineer at least 24 hours in advance of the Conference as to items to be added to the agenda.
- B. The Sales Tax Program Engineer will compile minutes of the Conference, and will furnish copies of the minutes to the Contractor and Owner. The Contractor may make and distribute other copies as he wishes.

**1.4 PRECONSTRUCTION CONFERENCE**

- A. The Conference will be scheduled to be held after the Owner has issued a Notice of Award but prior to actual start of work. A Notice to Proceed will be issued by the Sales Tax Program Engineer following the Conference.
- B. Attendance:
  - 1. Provide attendance by authorized representatives of the Contractor and major subcontractors.
  - 2. The Sales Tax Program Engineer will advise other interested parties, including the Owner, and request their attendance.

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- C. Minimum Agenda: Data will be distributed and discussed regarding the following:
1. Organizational arrangement of Contractor's forces and personnel, and those of subcontractors, material suppliers and the Aiken County;
  2. Channels and procedures for communication;
  3. Construction schedule, including sequence of critical work;
  4. Contract Documents, including distribution of required copies of drawings and revisions;
  5. Process for Shop Drawings and other data submitted to the Sales Tax Program Engineer for review;
  6. Process for field decisions and change orders;
  7. Rules and regulations governing performance of the Work;
  8. Procedures for safety and first aid, security, quality control, housekeeping and related matters.

**END OF SECTION 01201**

**PRECONSTRUCTION CONFERENCE**

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**SECTION 01340**

**SUBMITTALS AND SUBSTITUTIONS**

**PART 1 – GENERAL**

**1.1 DESCRIPTION**

- A. Work Included: Make submittals required by the Contract Documents, and revise and resubmit as necessary to establish compliance with the specified requirements.
- B. Related Work:
  - 1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, and other sections of these Specifications.
  - 2. Individual requirements for submittals also may be described in pertinent Sections of these Specifications.
- C. Work NOT included:
  - 1. Non-required submittals will not be reviewed by the Sales Tax Program Engineer.
  - 2. The Contractor may require his subcontractors to provide drawings, setting diagrams, and similar information to help coordinate the work, but such data shall remain between the Contractor and his subcontractors, and will not be reviewed by the Sales Tax Program Engineer.

**1.2 QUALITY ASSURANCE**

- A. Coordination of submittals:
  - 1. Prior to each submittal, carefully review and coordinate all aspects of each item being submitted.
  - 2. Verify that each item and the submittal for it conforms in all respects with the specified requirements.
  - 3. By affixing the Contractor's signature to each submittal to certify that this coordination has been performed.
- B. Substitutions:
  - 1. The Contract is based on the standards of quality established in the Contract Documents. Substitutions will be considered only when listed at time of bidding, on the form provided therefore in the bidding documents, and when substantiated by the Contractors submittal of required data within 30 calendar days after award of the Contract.
  - 2. The following products do not require further approval, except for interface with the work:
    - a. Products specified by reference to standard specifications, such as ASTM and similar products.
    - b. Products specified by manufacturer's name and catalog number.
  - 3. Do not substitute materials, equipment, or methods unless such substitution has been specifically approved in writing for this work by the Sales Tax Program Engineer.

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C. “Or Equal”

1. Where the phrase “or equal”, or “or equal as approved by the Engineer”, occurs in the Contract Documents, do not assume that the materials, equipment, or methods will be approved as equal unless the item has been specifically so approved for this work by the Sales Tax Program Engineer.
2. The decision of the Sales Tax Program Engineer shall be final.

**1.3 SUBMITTALS**

- A. Make submittals of Shop Drawings, Samples, substitution requests, and other items in accordance with the provisions of this Section.

**PART 2 – PRODUCTS**

**2.1 SHOP DRAWINGS**

- A. Scale and measurements: Make Shop Drawings accurately to a scale sufficiently large to show all pertinent aspects of the item and its method of connection to the Work.
- B. Types of prints required:
1. Submit four sets of Shop Drawings in the form of a plan sized to provide item A. above.
  2. When appropriate, and with advance approval of the Sales Tax Program Engineer, a PDF or other electronic transmission may be an acceptable method of providing a submittal.
- C. Review comments of the Sales Tax Program Engineer will normally be shown on the submittal drawing, when it is returned to the Contractor. Comments may be a separate attachment returned as an attachment to the submittal. The Contractor may make and distribute such copies as are required for his purposes.

**2.2 MANUFACTURERS’ LITERATURE**

- A. Where contents of submitted literature from manufacturers include data not pertinent to the submittal, clearly show which portions of the contents is being submitted for review.
- B. Submit the number of copies which are required to be returned, plus a minimum of one copy, which shall be retained by the Sales Tax Program Engineer.

**2.3 SAMPLES**

- A. Provide sample or samples identical to the precise article proposed to be provided. Identify as described under “Identification of Submittals” in Part 3 below.



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**B. Number of required samples:**

1. Unless otherwise specified, submit samples in the quantity which is required to be returned, plus one which will be retained by the Sales Tax Program Engineer.
2. By prearrangement, with advance agreement by the Sales Tax Program Engineer, in specific cases, a single sample may be submitted for review, and, when approved, be installed in the work at a location agreed upon by the Sales Tax Program Engineer.

**2.4 COLORS AND PATTERNS**

- A. Unless the precise color and pattern is specifically called out in the Contract Document and whenever a choice of color or pattern is available in the specified products, submit accurate color and pattern charts to the County Engineer for selection.

**PART 3 – EXECUTION**

**3.1 IDENTIFICATION OF SUBMITTALS**

- A. Consecutively number all submittals.
1. When material is resubmitted for any reason, transmit under a new letter of transmittal, and with a new transmittal number.
  2. On re-submittals, cite the original submittal number for reference.
- B. Accompany each submittal with a letter of transmittal showing all information required for identification and checking.
- C. On at least the first page of each submittal, and elsewhere as required for positive identification, show the submittal number in which the item was included.
- D. Maintain an accurate submittal log for the duration of the work, showing current status of all submittals at all times. Make the submittal log available to the Sales Tax Program Engineer for review upon request.

**3.2 GROUPING OF SUBMITTALS**

- A. Unless otherwise specified, make submittals in groups containing all associated items to assure that information is available for checking each item when it is received.
1. Partial submittals may be rejected as not complying with the provision of the Contract.
  2. The Contractor may be held liable for delays so occasioned.

**3.3 TIMING OF SUBMITTALS**

- A. Make submittals far enough in advance to scheduled dates for installation to provide time required for reviews, for securing necessary approvals, for possible revisions and re-submittals, and for placing orders and securing delivery.
- B. In scheduling, allow at least ten working days for review by the Sales Tax Program Engineer following receipt of the submittal.

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**3.4 ENGINEER'S REVIEW**

- A. Review by the Sales Tax Program Engineer does not relieve the Contractor from responsibility for errors which may exist in the submitted data.
- B. Revisions:
  - 1. Make the revisions required by the Sales Tax Program Engineer in a timely manner.
  - 2. If the Contractor considers any required revision to be a change, he shall so notify the Sales Tax Program Engineer.
  - 3. Make only those revisions directed or approved by the Sales Tax Program Engineer.

**END OF SECTION 01340**

**SUBMITTALS AND SUBSTITUTIONS**

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**SECTION 01640**

**PRODUCT HANDLING**

**PART 1 – GENERAL**

**1.1 DESCRIPTION**

- A. Work included: Protect projects schedules for use in the Work by means including, but not necessarily limited to, those described in this Section.
- B. Related work:
  - 1. Documents affecting work of this Section include, but are not necessarily limited to, General Conditions, Supplementary Conditions and these Specifications.
  - 2. Additional procedures also may be prescribed in other Section of these Specifications.

**1.2 QUALITY ASSURANCE**

- A. Include within the Contractor's quality assurance program such procedures as are required to assure full protection of work and materials.

**1.3 MANUFACTURERS' RECOMMENDATIONS**

- A. Except as otherwise approved by the Owner, determine and comply with manufacturers' recommendations on product handling, storage and protection.

**1.4 PACKAGING**

- A. Deliver products to the job site in their manufacturer's original container, with labels intact and legible.
  - 1. Maintain package materials with seals and unbroken labels intact until time of use.
  - 2. Promptly remove damaged material and unsuitable items from the job site, and promptly replace with material meeting the specified requirements, at no additional cost to the Owner.
- B. The Owner may reject as non-complying such material and products that do not bear identification satisfactory to the Owner as to manufacturer, grade, quality and other pertinent information.

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**1.5 PROTECTION**

- A. Protect finished surfaces, including jambs and soffits of openings used as passageways, through which equipment and materials are handled.
- B. Provide protection for finished floor surfaces in traffic areas prior to allowing equipment or materials to be moved over such surfaces.
- C. Maintain finished surfaces clean, unmarred, and suitably protected until accepted by the Owner.
- D. Provide protection for existing sidewalks, exterior walls, roofs, landscaping and vehicles.
- E. Provide protection at all times for general public.

**1.6 REPAIRS AND REPLACEMENTS**

- A. In event of damage, promptly make replacements and repairs to the approval of the Owner and at no additional cost to the Owner.
- B. Additional time required to secure replacements and to make repairs will not be considered by the Owner to justify an extension in the Contract Time of Completion.

**END OF SECTION 01640**

**PRODUCT HANDLING**

*Aiken County Government*  
*Aiken County Library Painting Improvements*

**SPECIFICATION GUIDELINES**

- Inspect and become familiar with scope of work to be accomplished.
- Prepare and submit a proposed schedule to the Sales Tax Program Engineer for approval. The library is a very public facility, and will remain open. State “clean-up” procedures and intended location for clean up.
- Some areas can be temporarily closed, with prior approval by Owner.
- Contractor shall provide all barricades and signage as required.
- In some areas, it may be necessary to erect approved dust curtains.
- In some areas, it will be necessary to move furniture, equipment and/or bookshelves and properly cover with tarps for dust protection.
- Library Staff shall remove items from desktops, file cabinets, bookshelves, etc. that are to be moved. This will be coordinated with Contractor.
- Computer equipment on desktops shall be relocated by Owner.
- Alarm system monitoring agency and the City of Aiken Public Safety should both be notified when the possibility of dust might activate smoke detector system. It may be necessary to cover some detectors during repair phases that might generate dust.
- No interior building storage of materials is intended. Any exception must be requested and approved by the Owner prior to storage.
- All areas shall be properly cleaned prior to any application of paint products.
- Any bare wood (or other bare material) shall require an approved base primer.
- All loose product shall be removed from plaster areas requiring repairs. Extensive repairs of plaster may require a “brown coat”.
- Damaged wood shall be replaced with an approved wood product closely matching existing materials. All repaired plaster, wood, etc. shall be sanded smooth prior to application of any base primer.
- **Wood Allowance noted on Bid Sheet is an allowance. Receipts must be provided for portion of allowance billed. Unused portion of allowance shall not be included in Request(s) for Payment.**



***Aiken County Government***  
***Aiken County Library Painting Improvements***

- All areas to be repainted shall have a minimum of two coats of approved paint product, which shall be Benjamin Moore, Sherwin Williams or approved equal. All restrooms shall be repainted with an approved epoxy paint product. In addition to interior repaint, exterior doors and the hand rails of the exterior steps at the main entry shall be repainted with Sherwin-Williams Duration, and the cost shall be included in the First Floor and Grand total bid amounts. Renovation and repaint of the **ornamental metal ceiling** on the second floor is **excluded** from the scope of work of this bid.
- Approved fillers and sealant materials shall be used as required.
- Submittals shall be made in accordance with “Submittals and Substitutions”, Section 01340, and all submittals shall be submitted together, and must be approved prior to commencement of work.
- Provide MSDS sheets for all appropriate products, e.g. paint and clean-up products, sealants, etc.
- All areas shall be lightly sanded between applications of coats.
- No spray painting shall be allowed.
- Selected Contractor shall obtain all required licenses and permits required to perform the scope of work, at no additional cost to Aiken County. Project described is located in the City of Aiken.
- A site visit **must** be made to see existing conditions.
- Evening and/or weekend work may be considered for approval, if requested, but at no additional cost to Aiken County.
- All equipment and labor performed shall comply with applicable portions of referenced standards, latest edition, hereby made part of this specification.
  1. American Society for Testing Materials (ASTM)
  2. National Electric Code (NEC)
  3. Underwriters Laboratories, Inc. (UL)
  4. National Equipment Manufacturers Association (NEMA)
  5. Factory Mutual Insurance (FM)
  6. ASHRAE standards
  7. OSHA guidelines
- Remove all trash and debris daily.
- All Aiken County buildings are “smoke free”, and no smoking is allowed within 25 feet.
- Warranty shall include a minimum (written) of one year, both materials and labor, commencing with final acceptance by the Owner.
- Contractor shall request a “Final Inspection” in writing, after observing accomplished work and deeming that it is complete and in accordance with scope and specifications described.

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- Contractor shall provide a minimum of one unopened gallon of each paint product, plus remaining opened cans, properly identified with usage, i.e. “ACL Interior Walls”, “ACL Interior Wood Trim”, etc. Note: “ACL” = Aiken County Library
- This is a turnkey project. Aiken County forces shall provide no labor, except in coordination with notification of system monitoring agency and moving required computer equipment.

**END OF SECTION**

**SPECIFICATON GUIDELINES**